



**I/3 Customer Council
Meeting Minutes
August 9, 2007 ~ 1:30 – 3 p.m.
Hoover Building, Level B, Conference Rooms 2 & 3**

Present: John Baldwin, Rich Jacobs, Joel Lunde, Carl Martin, Charlie Smithson (via phone), Roger Stirler, Peggy Sullivan, Greg Wright
Excused: Penny Westfall
Absent: Mike Marshall
DAS Staff: Jay Cleveland, Brenda Easley, John Gillispie, Lori McClannahan, Calvin McKelvogue, Laura Riordan, Sharon Sperry
Guests: --

Roger Stirler, chair, called the meeting to order at 1:35 p.m.

Minutes from the May 10, 2007 meeting were reviewed. Charlie Smithson noted two corrections, and the minutes were amended. Motion by Joel Lunde to approve as amended, Carl Martin seconded, motion passed unanimously.

Review comments received about proposed FY09 I/3 methodology & allocation

A comment from IPERS was received during the customer comment period on the proposed FY09 utility rates. (Copy attached to the end of these minutes.) Calvin McKelvogue said that IPERS is very concerned about the methodology the council has approved. When the allocation was based only on full-time employees (FTEs), IPERS' amount was very small. With the current formula their allocation amount is now over \$200,000. They are questioning the level of services they are receiving for the amount they're paying.

Smithson asked if a sub-committee had been formed, as referenced in the letter. McKelvogue stated while an official committee was not formed, people have been working on it. Smithson noted that time had been spent during council meetings discussion the pros and cons of the current formula. It was noted that a representative from IPERS was not present at the meeting. McKelvogue said he had spoken to Leon Schwartz, who submitted the comment, and that Mr. Schwartz was interested in keeping this item on the table. McKelvogue and Chairman Stirler said they would prepare a response to the comment. Group discussion noted that the issue of old data being used is a separate issue that should be addressed. It was also noted that the feds have approved of the methodology being used, and that IPERS does have funds in their budget to pay for the cost of I/3.

There were no other comments received.

Finalize FY09 I/3 allocation

McKelvogue said that the council was being asked to approve the methodology for I/3 that has been used for the last two years, and which was tentatively approved for FY09 at the May 10, 2007, meeting. This methodology utilizes FTE counts, revenues and expenditures. McKelvogue said that while it is not perfect, it is the best system that could be developed at the time.

Lunde added that DAS will be asking for \$2 million from the General Fund. McKelvogue noted that this supplemental money is coming from the Rebuild Iowa Infrastructure Fund for FY08.

Rich Jacobs made a motion to finalize the FY09 allocation and methodology tentatively approved at the May meeting. Lunde seconded the motion, and the motion passed unanimously.

DAS Update

Calvin McKelvogue said that the supplemental \$2 million appropriation for FY08 is set, and that agencies will be receiving monthly credits (not a distribution). Because IPERS and the DOT are not funded by the general fund, they will not receive part of the supplemental monies. All other agencies are receiving supplemental credits in an amount that means their actual expenses do not exceed FY07 levels. This means not all of the \$2 million appropriation is being used; there is approximately \$100,000 not needed to cover agencies' supplemental. DAS will discuss this further with DOM.

John Gillispie noted that the I/3 program has lost two of its lead technical staff members. Contractors have been brought in to cover for the time being.

Mainframe problems on Monday were caused by the rare occurrence of payroll and month-end happening on the same day. This means the nightly cycle lasts much longer, causing other back-ups and delays. This will be a problem until we upgrade and can utilize faster processes.

Some agencies reported slowness in the I/3 system. Lori McClannahan said that if there was slowness, they're not hearing about it. Greg Wright expressed some concerns about the Iowa Veterans' Home's use of I/3. McClannahan offered to have I/3 staff visit IVH and help troubleshoot.

McClannahan said that tremendous progress has been made with I/3, which will be four years old at the end of FY08. Thus far, however, they wait for agencies to come to them when there are problems. She feels they are close to the point where I/3 staff will be able to seek out agencies instead.

Other Business

Customer Council elections were recently held for the three standing councils (GSE, HRE and ITE). All of the members serving on the I/3 council were re-elected, though it was noted that the standing councils would be given the option of revisiting their appointments to the I/3 Council. There is a question about union representation on the councils. While that matter is being reviewed – and, likely, steps taken to amend Code and Administrative Rule language – the terms on union representatives will be lapsing as of 9/1/07.

John Baldwin noted that DAS-SAE would be gaining a former DOC employee, Julie Marasco, as Calvin McKelvogue's administrative assistant.

Adjournment

With no further business to discuss the meeting was adjourned at 2:11 p.m.

Respectfully submitted,
Laura Riordan, substitute secretary
Approved: May 8, 2008